

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D.C. 20250

May 16, 2002

SECRETARY'S MEMORANDUM 4000-2

INCREASING ACHIEVEMENT IN THE JAVITS-WAGNER-O'DAY ACT PROGRAM

1 BACKGROUND AND PURPOSE

The Department of Agriculture (USDA) is recognized as a leader in promoting the goals of the Javits-Wagner-O'Day Act (JWOD) Program. This program creates jobs for persons with disabilities who otherwise cannot achieve employment. To accomplish this, the JWOD Program relies on the vast purchasing power of the Federal Government. Federal agencies purchase products and services provided by participating non-profit organizations, enabling these organizations to provide the employment opportunities for persons with blindness or other disabilities.

USDA and its staff won national JWOD awards in 1998, 2000 and 2002. We have established ourselves as a leader through the efforts of our dedicated employees. Given the momentum they have created, now is the time for formal direction, planning, goal setting, and measurement. This memorandum outlines the Department's goals for participation in the JWOD Program.

2 ACTIONS ORDERED

- a Each Under and Assistant Secretary will take those actions necessary to increase USDA's participation in the JWOD Program. USDA's goals are to increase its participation in the JWOD Program and to increase its JWOD acquisitions by at least ½ percent annually. To meet these goals, attention must be given to the addition of new products and services to the JWOD Program Procurement List.
- b Each Under and Assistant Secretary will identify and empower one or more program or acquisition staff members as JWOD Liaison to lead this effort. The names of these staff members are to be provided to the Deputy Assistant Secretary for Administration by June 14th.

- c The USDA Committee Member, appointed by the President to the Committee for Purchase From People Who Are Blind or Severely Disabled, will convene the JWOD Liaisons to create a USDA JWOD Program Strategic Plan and Agency Operating Plans to advance our activities under this program.
- d The USDA Committee Member will be responsible for establishing a mechanism to monitor these plans.
- e The USDA Committee Member will carry out an annual JWOD Awards Program to recognize the accomplishments of our employees and of our outstanding JWOD partners providing products or services to USDA. The award program should be organized to complement the program awards offered by the Committee and its operating activities.

3 EFFECTIVE DATE

The provisions of this memorandum are effective immediately.

4 TERMINATION

This memorandum shall remain in effect for one year. Within one year of the date of this memorandum, its provisions shall be incorporated into appropriate departmental regulations.



Ann M. Veneman
Secretary